

Contents Checklist: NEPA Environmental Assessment (EA) or Environmental Impact Statement (EIS) National Marine Fisheries Service Alaska Region

(Prepared from CEQ Regulations ¹, NOAA Administrative Order 216-6 ², and Considering Cumulative Effects (CCE)
Under the National Environmental Policy Act ³)

Analysis Title and Date:

Reviewer:

Contents	Authority CEQ, NAO 216-6	Not Applicable	Incorporated by Reference From...	Suggestions/Remarks
Cover Sheet (must fit on one page)	1502.11			
Lists responsible agencies, including lead agency and any cooperating agencies.	5.04 b.1(a)			
Title of proposed action together with name of fishery management plan to which the action applies.				
Name, address, e-mail address, and telephone number of a contact person.				
Identification of type of document (draft or final; supplemental; EA or EIS).				
A one-paragraph abstract of document stating major conclusions.				
The date by which comments must be received _____ (Draft EA or EIS only).				
Clearly state whether it is a separate EIS or an EIS consolidated with a management plan or amendment, and whether the document supplements an earlier EIS	5.04.b.2.			
Table of Contents	1502.10(c) 5.04 b.1(a)			
Summary (optional for EAs)	1502.12			
Adequately and accurately summarizes statement or assessment.	5.04 b.1(c)			
Stresses:				
Major conclusions (especially environmental impacts of all alternatives).				
Areas of controversy (including issues raised by agencies and the public).				
Issues to be resolved (including the choice among alternatives).				
Summary table or matrix built from issues and impacts displayed against alternatives.	Optional			

Contents	Authority CEO, NAO 216-6	Not Applicable	Incorporated by Reference From...	Suggestions/Remarks
1.0 Purpose and Need	1502.13			
Briefly specify underlying purpose and need to which agency is responding in proposing alternatives including proposed action.	5.03.b.2 5.04.b.1(b)			
List all Federal permits, licenses, and other entitlements which must be obtained in implementing the proposal	1502.25(b)			
Specify why the proposed action is required now (statutory, operational policy, new program, etc.)	5.03.b			
2.0 Alternatives Including the Proposed Action	1502.14			
Based on information and analysis presented in sections on affected environment and environmental consequences, should present:	5.03.3 5.04.b(d)			
Environmental impacts of proposal and the alternatives in comparative form.				
Sharply defined issues.				
Clear basis for choice among options.				
Rigorously explore and objectively evaluate all reasonable alternatives.	1502.14 (a)			
For alternatives eliminated from detailed study, briefly discuss reasons they were eliminated.				
Devote substantial and equally detailed treatment to each alternative considered in detail including proposed action.	1502.14 (b)			
Include reasonable alternatives not within jurisdiction of lead agency.	1502.14 (c)			
Include no action alternative.	1502.14 (d)			
Identify preferred alternative (optional in draft EIS and EAs).	1502.14 (e) 5.04.b.3.			
Include appropriate mitigation measures not already included in proposed action or alternatives.	1502.14 (f)			
3.0 Affected Environment	1502.15			
Succinctly describe environment of area(s) to be affected or created by alternatives under consideration. (Shall be no longer than necessary to understand effects of alternatives.)	5.04.b.1(e)			
Succinctly describe the environment of the area(s) to be affected or created by the alternatives under consideration. Descriptions shall be no longer than is necessary to understand the effects of the alternatives. Data and analyses in a				

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statement shall be commensurate with the importance of the impact, with less important material summarized, consolidated, or simply referenced. Avoid useless bulk in statements and concentrate effort and attention on important issues.				
Structure Affected Environment around issues pertinent to the proposed action identified during scoping.				
Provide explanatory background of criteria and reference points used to evaluate impact significance in the Environmental Consequences.				
Cumulative impacts:	1508.27(b)(7) 1508.7 CCE			
Stipulate geographic and time boundaries appropriate for issues pertinent to the proposed action				
Identify past, present, and reasonably foreseeable future actions	CCE			
4.0 Environmental Consequences (forms scientific and analytic basis for comparisons under alternatives).	1502.16 5.03.4 5.04.b.1(f)			
Shall consolidate discussions of those elements which are within the scope of the analysis (should not duplicate discussions in Chapter 2.0 Alternatives Including Proposed Action Section).				
If the following are issues pertinent to the proposed action they should be considered in evaluating intensity:	NEPA (102(2)(C)(i))			
Public health or safety.	1508.27(b)(2) 6.01.b(2)			
Unique characteristics of the geographic area.	1508.27(b)(3) 6.01.b(3)			
Degree to which effects on the quality of the human environment are likely to be controversial.	1508.27(b)(4) 6.01.b(4)			
Degree to which possible effects on the human environment are highly uncertain or involve unique or unknown risks.	1508.27(b)(5) 6.01.b(5)			
Degree to which the action may establish a precedent for future actions with significant effects or represents a decision in principle about a future consideration.	1508.27(b)(6) 6.01.b(6)			
Whether action may affect districts, sites, highways, structures, or objects listed in or eligible for listing in the National	1508.27(b)(8) 6.01.b(8)			

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Register of Historic Places or may cause loss or destruction of significant scientific, cultural, or historical resources.	1508.27(b)(9) 6.01.b(9) 1508.27(b)(10) 6.01.b(10) 6.01.b(11)			
Degree to which action may adversely affect an ESA listed endangered or threatened species or its critical habitat.				
Whether the action threatens a violation of Federal, State, or local law or requirements imposed for the protection of the environment.				
Whether action may result in the introduction or spread of a nonindigenous species.				
Where relevant, consideration of the impact of the proposed action on the environmental and health impact on low-income and minority populations	5.02.c.3(f)			
Relationships between local short-term uses of man's environment and maintenance and enhancement of long-term productivity.	NEPA (102(2)(C)(iv))			
Irreversible and irretreivable commitments of resources which would be involved in proposed action should it be implemented.	NEPA (102(2)(C)(v))			
The analysis should provide as much detail about alternatives to the proposed action as is necessary to support comparisons of impacts.	NEPA (102(2)(C)(iii))			
Information about incomplete or unavailable information, including how such information might influence the analysis and conclusion.	1502.22			
Shall include:	1502.16			
Direct effects and their significance.	1502.16 (a)			
Indirect effects and their significance.	1502.16 (b)			
Both beneficial and adverse impacts.	1508.27 (b)(1) 6.01.b.1			
Possible conflicts between proposed action and the objectives of Federal, regional, State, and local land use plans, policies and controls for the area concerned.	1502.16 (c)			
Environmental effects of alternatives including proposed action (comparisons under alternatives in Chapter 2.0, including the proposed action, will be based on this discussion)	1502.16 (d)			

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Energy requirements and conservation potential of various alternatives and mitigation measures.	1502.16 (e)			
Natural or depletable resource requirements and conservation potential of various alternatives and mitigation measures.	1502.16 (f)			
Urban quality, historic and cultural resources, and the design of the built environment, including the reuse and conservation potential of various alternatives and mitigation measures.	1502.16 (g)			
Information adequate to conduct an Essential Fish Habitat (EFH) consultation. If the action “may adversely affect” EFH notify the appropriate regional Habitat Conservation Division to conduct EFH consultation on the proposal. The EFH Assessment may be included in the NEPA document. If the consultation has been completed (e.g., for a Final EIS), discuss the results of the consultation including any EFH Conservation Recommendations and NMFS' responses.	5.02.c.3(i)			
Means to mitigate adverse environmental impacts (if not fully incorporated into the alternatives).	1502.16 (h)			
Sufficient evidence and analysis for determining whether to prepare an EIS or a FONSI (in an EA)	5.03.b.1			
Threatened, endangered, or candidate species and/or their critical habitat. An ESA Section 7 consultation is needed if analysis reveals the proposed action “may affect” an ESA listed species. Section 7 consultation may be packaged within the NEPA document.	1508.27 (b)(9) 5.02.c.3(h)			
Cumulative impacts:	1508.7			
Identify important cause-and-effect relationships between human activities and resources, ecosystems and human communities.	CCE			
Determine magnitude and significance of cumulative effects.	CCE			

Contents	Authority CEO, NAO 216-6	Not Applicable	Incorporated by Reference From...	Suggestions/Remarks
Modify or add alternatives to avoid, minimize, or mitigate significant cumulative effects	Optional			
Issue by issue summaries of cumulative impact assessment findings				
List of Literature Cited	Optional			
5.0 List of Preparers	1502.17			
List names, together with their qualifications (expertise, experience, professional disciplines) of persons primarily responsible for preparing document or significant background papers.	1502.18 5.04.b.1(g)			
Identify persons responsible for a particular analysis, including background papers.				
6.0 List of Agencies, Organizations, and Persons to Whom Copies of the Statement Are Sent	1502.10 1502.19 5.04.b.1(g)			
Shall be sent to any of the listed groups or individuals, guaranteeing full and honest notification and disclosure.				
7.0 Index	1502.10(j) 5.04.b.1(g)			
Public Comments (Final EISs only) all substantive public comments or summaries of comments received during the public comment period	1503.4(b) 5.04.c.6			
Responses to Public Comments (Final EISs only)				
Appendices (Optional)	5.04.b.1(i)			
Summary report of scoping process and/or other documentation that scoping was conducted.	Optional			
Consists of material prepared in connection with an EIS (as distinct from material which is not so prepared and which is incorporated by reference).	1502.18 (a)			
Consists of material which substantiates any analysis fundamental to the document.	1502.18 (b)			
Analytic and relevant to the decision being made.	1502.18 (c)			
Circulated with the EIS or be readily available upon request.	1502.18 (d)			

Public Involvement: Preparing environmental impact assessments under NEPA involves public involvement components.

Though some of the components (scoping, public review, responding to comments) are structured and applied universally, they that are not readily translated into a checklist. Demonstrating completion of adequate public involvement is, however, necessary to any determination of EA or EIS adequacy. Use space below for qualitative evaluation of the public involvement undertaken for subject analysis. (The box expands when form is downloaded to allow free style entry).

Citations for Regulations

1. The National Environmental Policy Act (NEPA) implementing regulations issued by the Council on Environmental Quality (CEQ) as codified in Parts 1500-1508 of Title 40 of the Code of Federal Regulations (40 CFR Parts 1500-1508).
2. NAO 216-6 Describes NOAA's policies, requirements, and procedures for complying with NEPA and the implementing regulations issued by the CEQ and those issued by the Department of Commerce (DOC) in Department Administrative Order (DAO) 216-6. The Order incorporates the requirements of Executive Order (E.O.) 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. Also, the Order reiterates provisions to E.O. 12114, Environmental Effects Abroad of Major Federal Actions, as implemented by DOC in DAO 216-12, Environmental Effects Abroad of Major Federal Actions.
3. Considering Cumulative Effects. Council on Environmental Quality Executive Office of the President. January 1997. 64 pg + Appendices. (Handbook not to be considered formal CEQ guidance or legally binding.)